



2014-2015 CAPER CITY OF ROWLETT TEXAS

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR HOUSING AND COMMUNITY DEVELOPMENT

I. OVERVIEW

This document serves as the City of Rowlett's 2014-2015 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program. This report is submitted in response to the performance requirements described in the Consolidated Plan regulations at 24 CFR 91.520.

The purpose of this report is to:

- Provide the community and the U. S. Department of Housing and Urban Development (HUD) with a summary of resources available and program accomplishments;
- Update citizens and HUD on actions during the past year to address needs as described in the 2011-2015 Consolidated Plan; and
- Report progress made in Program Year 2014 to address other priority needs and objectives.

The information and data contained in this report is gathered from program and project files, the City's detailed budget expenditures, and information contained in HUD's IDIS and LOCCS system. The information contained in this report is submitted as being accurate and correct to the best of our knowledge and abilities. All information regarding the CDBG Program is maintained by the City of Rowlett's Development Services Department located at 3901 Main Street, Rowlett, Texas.

II. RESOURCES AVAILABLE

During the 2014 Program Year (October 1, 201 – September 30, 2015), the City of Rowlett received:

<u>\$ 186,209</u>	CDBG funding to address a multitude of identified community needs
\$ 186,209	Total amount of federal funds available to the City of Rowlett

Various other community organizations (some are located outside of Rowlett's municipal boundaries) had access to funds and resources to meet community needs, including Section 8 Housing Voucher funds, Texas Workforce Commission, Texas Department of Housing and Community Affairs, MH-MR/State funds, United Way, private lender financing, private foundation funds, other various state and federal grant programs, and local contributors. The tables on the following pages describe the available resources and the projects and activities receiving CDBG funding.

2014 Funded Projects and Activities

Project/Activity	IDIS Activity No.	2014 Amount Budgeted	PY14 Amount Expended
2013 Housing Rehabilitation Minor home repairs for housing owned and occupied by low income homeowners	25	\$62,158.00	\$62,158.00
2013 Isaac Scruggs Park Improvements to recreational facilities in a park located in a low income neighborhood	24	\$60,519.00	\$60,519.00
2014 CDBG Administration Management and administration of the CDBG Program, including planning, Fair Housing Activities and other activities to inform and educate the public regarding housing opportunities	26	\$ 37,241.00	\$ 1,747.19
2014 Public Services – Life Message Provides a food pantry and basic living necessities to low income households	27	\$ 27,931.00	\$ 27,931.00
2014 Isaac Scruggs Park Improvements to recreational facilities in a park located in a low income neighborhood	28	\$ 60,519.00	0
2014 Housing Rehabilitation Minor home repairs for housing owned and occupied by low income homeowners	29	\$ 60,518.00	\$19,195.01
TOTAL EXPENDITURES		\$308,886.00	\$171,550.20

III. ACTIONS TAKEN TO ADDRESS 2011-2015 CONSOLIDATED PLAN PRIORITIES

Throughout the consolidated planning process, the City of Rowlett assessed its housing, economic, human development, public facility and infrastructure needs. This assessment led to a prioritized listing of housing and non-housing needs and the development of objectives for addressing those needs. The following tables describe how the funds were used to address the City's identified local priorities. For additional information on each activity see the IDIS activity summaries and maps.

The following tables include information regarding projects that are included in IDIS for expenditures within the reporting period, organized by the City of Rowlett's 2011-2015 Consolidated Plan priorities. Due to the limited amount of federal funds available, many of the proposed activities are not funded directly with CDBG funds. Instead, the City's efforts are concentrated on facilitating and encouraging the efforts of other organizations and making residents aware of other available resources.

3.1 A brief summary of the 2014 Objectives and Outcomes includes:

Objective 1: Decent Housing			
<i>Preserve, Improve and Expand the Quality, Affordable, and Accessible Housing Opportunities for Low and Moderate Income Households</i>			
Objectives		One-Year Goals	Description of Current Year Accomplishments
Availability/Accessibility of Decent Housing (DH-1)			
DH-1.1	Fair Housing Information - educate and provide information regarding Fair Housing to increase accessibility to rental and purchased housing	<ul style="list-style-type: none"> • 20 households receive Fair Housing information • 1 annual review of Analysis of Impediments and Fair Housing Ordinance • Documents provided in English and Spanish 	<ul style="list-style-type: none"> • 20 flyers distributed with information regarding TDHCA, HOME Program, Housing Trust Fund, FHA, FNMA, FHLB homebuyer programs and Fair Housing and provided to participants in public hearings and made available at the Rowlett Community Centre • Documents were provided in English and in Spanish • Review of AI completed
DH-1.2	Emergency Shelter/Temporary Housing - Support and expand collaboration and networking efforts of local non-profit service providers	20 low-income or special need populations receive information and/or assistance with emergency/temporary shelter and affordable housing opportunities	<ul style="list-style-type: none"> • 20 flyers distributed with information regarding TDHCA, HOME Program, Housing Trust Fund, FHA, FNMA, FHLB homebuyer programs and Fair Housing and provided to participants in public hearings and made available at the Rowlett Community Centre • Documents were provided in English and in Spanish
Affordability of Decent Housing (DH-2)			
DH-2.1	Encourage affordable housing opportunities for low-income homebuyers or renters	<ul style="list-style-type: none"> • 20 households receive information regarding availability of homebuyers assistance and rental assistance opportunities • 5 residential properties receive minor repair/weatherization assistance 	<ul style="list-style-type: none"> • 20 flyers distributed with information regarding TDHCA, HOME Program, Housing Trust Fund, FHA, FNMA, FHLB homebuyer programs and Fair Housing and provided to participants in public hearings and made available at the Rowlett Community Centre • Documents were provided in English and in Spanish • Initiated Housing Rehabilitation Program and completed 9 projects for low income households
Sustainability of Decent Housing (DH-3)			
DH-3.2	Lead Hazard Reduction Information provided	<ul style="list-style-type: none"> • 20 low-income households 	<ul style="list-style-type: none"> • 20 flyers distributed with information on Lead Hazards and provided to participants in public hearings and made available at the Rowlett Community Centre • Documents were provided in English and in Spanish

Objective 2: A Suitable Living Environment

Encourage reinvestment in low and moderate income neighborhoods, the delivery of health and human services that encourage self-sufficiency and reduce poverty, and public facilities that provide safe, secure, and healthy environments for low-income, homeless, and populations with special needs

Objectives		One-Year Goals	Description of Current Year Accomplishments
Availability/Accessibility of Suitable Living Environment (SL-1)			
SL-1.1	Increase accessibility to health and human services that improve the quality of life and assist low-income persons, elderly, homeless, victims of domestic violence, and other populations w/special needs	100 low income or special need persons receive assistance with health and human services	Life message provided food pantry services to more than 5,600 low income persons. Additional supportive health and human services were provided to a minimum of 30 households by local non-profit organizations - Family Life Ministries, New Beginnings Center-Garland, Rockwall Habitat for Humanity, American Red Cross, First Christian Church, Lions Club, Letourneau Ministries, PACE Ministries, Genesis Womens Shelter
SL-1.2	Capacity Building - Homeless and Special Need Populations - support and expand collaboration and networking efforts of local non-profit service providers	<ul style="list-style-type: none"> • Participation in meetings and conferences regarding shelter, housing, & service needs of homeless and special need populations • Identification of local, state, and federal resources to assist with homeless prevention and homeless services 	<ul style="list-style-type: none"> ▪ Information was provided to participants in public hearings and made available at the Rowlett Community Centre ▪ City staff participated in regional sessions regarding housing and homeless need • Local organizations participated in annual homeless census
Sustainability of Suitable Living Environment (SL-3)			
SL-3.1	Improvements to streets, parks, water, sewer, drainage, sidewalks, infrastructure, or community centers located in low-income areas or that provide services primarily to low income households	Project development and engineering design will begin for a park project in a low-income neighborhood, with project completion occurring in PY2014	The City initiated the planning, design, and installation of the park improvements to Isaac Scruggs Park.

Objective 3: Expanded Economic Opportunities

Encourage the development and delivery of opportunities and activities that maintain or increase economic and employment stability, educational and job training opportunities, and reduce poverty

Objectives		One-Year Goals	Description of Current Year Accomplishments
Availability/Accessibility of Expanded Economic Opportunities (EO-1)			
EO-1.1	Increase access to	The City will continue with	The City actively pursued business and

	employment opportunities for low-income households	business and economic development activities utilizing local or other funds	economic development opportunities, however there are no measurable accomplishments directly related to low-income households. The City assumes that all Rowlett citizens benefit directly or indirectly through increased business and employment opportunities that are a result of the City's economic development activities that are funded with local or other funds.
--	--	---	---

Table 3A

SUMMARY OF SPECIFIC ANNUAL OBJECTIVES

Decent Housing with Purpose of New or Improved Availability/Accessibility (DH-1)							
Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
DH 1.1	Fair Housing Information - educate and provide information regarding Fair Housing to increase accessibility to rental and purchased housing		2011	Households	20	50	250%
			2013	Households	30	20	150%
			2013	Households	20	20	100%
			2014	Households	20	20	100 %
			2015				%
			MULTI-YEAR GOAL				%
Decent Housing with Purpose of New or Improved Availability/Accessibility (DH-1)							
Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
DH 1.2	Emergency Shelter/ Temporary Hsg- Support & expand collaboration & net-working efforts of local non-profit service providers		2011	Households	20	50	250%
			2013	Households	20	20	100%
			2013	Households	20	20	100%
			2014	Households	20	20	100%
			2015				%
			MULTI-YEAR GOAL				%
Decent Housing with Purpose of New or Improved Affordability (DH-2)							
DH 2.1	Encourage affordable housing opportunities for low-income homebuyers or renters and 5 residential properties receive minor repair/weatherization assistance		2011	Households	20	50	250%
			2013	Households	20	20	100%
			2013	Households	5	0	0%
			2014	Households	5	9	180 %
			2015				%
			MULTI-YEAR GOAL				%
Decent Housing with Purpose of New or Improved Sustainability (DH-3)							

DH 3.2	Provide Lead Hazard Reduction Information		2011	Households	20	50	250%
			2013	Households	20	20	100%
			2013	Households	20	20	100%
			2014	Households	20	20	100 %
			2015				%
			MULTI-YEAR GOAL				%
Suitable Living Environment with Purpose of New or Improved Availability/Accessibility (SL-1)							
SL 1.1	Increase accessibility to health/human services that improve quality of life & assist low-income persons, elderly, homeless, victims of domestic violence, & other populations w/ special needs		2011	Households	10	30	333%
			2013	Households	10	20	200%
			2013	Households	50	3064	%
			2014	Households	100	5600	%
			2015				%
			MULTI-YEAR GOAL				%
Suitable Living Environment with Purpose of New or Improved Availability/Accessibility (SL-1)							
SL 1.2	Capacity Building - Homeless and Special Need Populations - support and expand collaboration and networking efforts of local non-profit service providers		2011				%
			2013				%
			2013				%
			2014				%
			2015				%
			MULTI-YEAR GOAL				%
Suitable Living Environment with Purpose of New or Improved Sustainability (SL-3)							
SL 3.1	Improvements to streets, parks, water, sewer, drainage, sidewalks, infrastructure, or community centers located in low-income areas or that provide services primarily to low income households		2011	1	1	Complete	100%
			2013	0 (multi-yr)	0 (multi-yr)		%
			2013	1	yr	0	0%
			2014	1	1	1	100%
			2015				%
			MULTI-YEAR GOAL				%
Economic Opportunity with Purpose of New or Improved Availability/Accessibility (EO-1)							
Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
EO 1.1	Increase access to employment opportunities for low-income households		2011				%
			2013				%
			2013				%
			2014				%
			2015				%
			MULTI-YEAR GOAL				%

3.2 Changes in Program Objectives

The City did elect to amend the 2011-2015 Consolidated Plan to reflect the funding of public services and funds for a housing rehabilitation program. Life Message, a local non-profit organization, was chosen to receive funding for the operation of a food pantry and to provide basic living necessities to low income households. The

City also initiated the development of policies and procedures to implement a city-wide housing program to provide minor repairs for low-income households. The City's focus on revitalizing low-income neighborhoods and assisting low-income residents through the provision of public facility (park) improvements to the Isaac Scruggs Park was initiated and completed also. Remaining balances were transferred to active projects as activities were completed.

3.3 Geographic Distribution

All activities, unless otherwise stated, were made available to eligible participants on a city-wide basis. One of the funded projects is park improvements to the Isaac Scruggs Park located in an eligible low-income neighborhood (Census Tract 181.171).

IV. ACTIONS TO ADDRESS OTHER PRIORITY NEEDS

4.1 Meeting Underserved Needs

Historically, the main obstacle in most communities to meeting underserved needs is the lack of adequate and sustained funding. This is evidenced by the inactivity for needed infrastructure improvements, and waiting lists for affordable housing and other public services provided throughout the community by other organizations. The City is forced to delay projects until enough funds are gathered to fully finance the construction. Local service providers indicate that existing financial resources have been reduced in recent years and, combined with a growing number of requests for services, they experience significant burdens in maintaining their capacity to provide services adequate to meet the needs of their program participants.

The City completed the planning and installation phase of the Isaac Scruggs Park Project, a park improvement project located in an eligible low income neighborhood. The completed project provides low-income neighborhood residents with new and improved access to the park facilities, including a basketball court and improved playground area. The project is located in an older residential neighborhood. The service area is defined as being CT 181.171.

The City implemented the Housing Rehabilitation Program and provided housing repairs to 9 low-income households (2 extremely low income, 4 very low income, and 3 low income). The minor repairs include replacement or repair of air conditioning/heating equipment, water heaters, plumbing, electrical, roofing, and other repairs necessary to provide a decent and sanitary living environment for the residents.

There is currently a 4-5 year waiting list for the **Housing Choice Voucher Program** that serves eligible low-income tenants desiring to reside in Rowlett. There is also a continued lack of funding for other programs throughout the community that provide services to low-income families and individuals and other special need populations.

The City has made good progress toward providing current and relevant information to citizens in an effective and timely manner regarding community resources and issues. The City's efforts were geared toward providing information and educational materials about available resources in the local community center and in the public hearings. Information was provided regarding homebuyer education, lead paint hazards, tutoring, affordable

housing, emergency shelter, and day-care services for low-income families. Additionally, the City continued with providing community information in the monthly utility bills that is provided to all residents.

Utilizing other financial resources, numerous non-profit organizations, located in Rowlett and outside of its jurisdictional boundaries, continued to provide public services, including counseling, services for the elderly, adult education, food and clothing, health care, affordable housing, services for youth, and other general services.

4.2 Foster and Maintain Decent and Affordable Housing

The City maintains a strong commitment to preserving and maintaining the existing supply of affordable housing, as well as increasing the availability of affordable housing opportunities through facilitating and funding new construction efforts. CDBG funds have historically been made available to fund infrastructure and public facilities that allow for the retainment of existing housing and the new development of infill housing in low-income neighborhoods.

The City also continues to develop its relationship with non-profit service providers and local lending institutions to improve the quality and quantity of its affordable housing stock. The City supports the efforts of the **Section 8 Housing Choice Voucher Program**. The Section 8 Program inspectors ensure that the subsidized housing units continue to meet Housing Quality Standards through initial, annual, and special inspections. **Homebuyer education and information** is provided to Voucher holders and other low-income families in order to facilitate homeownership opportunities for low-income and minority households.

The City completed the development of program policies and procedures designed to provide funding for minor housing repairs for low-income households. The Housing Rehabilitation Program was successfully implemented and provided assistance to 9 low income homeowners..

2014 Proposed Actions:

- Initiating and developing a program to assist with minor repairs and weatherization needs for low-income households
- Enforce building and housing codes that set forth the standards for all affordable housing programs administered and/or supported by the City
- Provide educational opportunities and training for its staff developing and administering affordable housing programs that provide housing meeting building and housing codes
- Facilitate the efforts of other entities and non-profit organizations providing affordable and standard housing
- Make available technical assistance and funding, if available, in support of other projects and activities that remove health and safety hazards
- Make available technical assistance and funding, if available, in support of public facility and infrastructure improvements in low income neighborhoods in order to encourage the redevelopment and new development of new affordable and decent housing opportunities and to improve the overall quality of life for low income residents

2014 Accomplishments:

- The City adopted its 2014 Annual Plan, which included providing funds for a Housing Repair Program designed to assist low-income homeowners with minor repairs. City staff has consulted with multiple persons who are interested in the project to develop program policies and procedures. The project became fully underway during the program year.
- The City continued to enforce building and housing codes that set forth the standards for all affordable housing programs administered and/or supported by the City
- The City continued to facilitate the efforts of other entities and non-profit organizations providing affordable and standard housing
- The City completed the planning and installation of the Isaac Scruggs Park project which provided park improvements adjacent to a low-income neighborhood.

4.3 Actions to Affirmatively Further Fair Housing Choice

The City completed an Analysis of Impediments as part of the 2011-2015 Consolidated Plan process. A summary of this analysis is contained in the City's 2011-2015 Consolidated Plan. This analysis included a review of barriers to fair housing and the development of affordable housing and included a list of actions to address these barriers. The following issues listed below were reviewed, *with an analysis indicating Rowlett, similar to many suburban fast-growing cities is in the midst of a rapid growth vs. municipal capacity to provide services to an exploding population, while retaining an affordable cost for those services. No significant barriers to affordable housing were found to exist in the available public policies, however, information indicates a need for a review of development processes and costs. Instead, the single most influential factor in the price of new housing development appears to be market-driven.* There are no public policies that limit or affect the return on residential investments. However, although there does not appear to be any overt public policy barriers to affordable housing, regular reviews of taxes, fees, building codes, and zoning regulations continue to be necessary to ensure that unanticipated barriers do not develop. Additionally, a regular Analysis of Impediments is necessary to gauge what impact any future changes might have on accessibility to housing.

Rowlett, similar to neighboring cities, is experiencing an increase in foreclosed properties. However, the price of these foreclosed properties still remains out of reach of most low-income households. These foreclosures are presumed to be the result of private lending practices, and are not subject to the influence of any local public policy.

Additionally, the City recognizes the need for making information available to its citizens. Public notices were placed in local newspapers, signs were posted throughout the government offices, and public hearings were held at accessible locations and times to inform the general public when funds are available and what projects will be funded.

Staff also made brochures accessible for the general public in order to increase general public awareness regarding fair housing issues. These brochures were distributed at public hearings and made available at the Rowlett Community Centre. The Fair Housing statement will also be included in all notices related to housing rehabilitation assistance. Brochures were provided in English and in Spanish.

The Development Services Department was available to provide assistance to anyone desiring to complete a complaint regarding fair housing issues.

4.4 Remove Barriers to Affordable Housing

No significant institutional barriers to affordable housing have been noted for the City of Rowlett. Development of affordable housing was not impacted by the State and/or local public policies, as embodied in statutes, ordinances, regulations, or administrative procedures and processes which effect the development, maintenance, or improving of residential properties. There are no known excessive, exclusionary, discriminatory or duplicatory policies, rules, or regulations that will constitute barriers to affordability, including the jurisdiction's tax policies affecting land and other property, land use controls, zoning ordinances, building codes, code enforcement, fees and charges, growth limits, and policies that affect the return on residential (including supportive housing) investment as generally within the local market conditions. Predevelopment, building permits and inspection expenses are not excessive in terms of typical housing construction and renovation costs across the state. The City continued to apply flexibility in zoning requirements when appropriate to allow for in-fill housing development.

Staff also identified incentives that can be provided to enhance the availability and development of affordable housing throughout the City, namely down-payment funds that make it easier to market and sell affordable units.

4.5 Strengthen Institutional Structure and Intergovernmental Cooperation

The City continued to coordinate and administer the allocated CDBG funds through the use of the City's **Development Services Department** and a consultant. Other city departments also participated in the planning and coordination of the planned park and housing rehabilitation projects. Staff consulted with the Parks Department and Building Department to plan the funded activities. City staff also completed presentations with information on the CDBG program to educate and inform the City Council, media, and the public regarding community needs and eligible uses of the funds. The City did not receive any requests for letters of support from other organizations seeking grant funds. The City continued to actively participate in regional planning sessions and coordinated with neighboring entities in community issues that cross jurisdictional boundaries, including transportation and water usage.

The City continued its efforts to implement the City's Comprehensive Plan (*Realize Rowlett 2020*) that guides decisions on all development. The City Council continued its efforts with the North Shore Planning Initiative to create a master plan for the North Shore. City staff also continued to work with local/state officials on coordinating lake and park improvements to Lake Ray Hubbard. The City continued its planning and coordination efforts with the North Texas Tollway Authority for improvements on the President George Bush Turnpike, and with DART for continuous improvement to the rail line. The City planned with the North Central Texas Council of Governments to receive a \$2.5 Million Downtown Sustainability Grant. The City also worked closely with the North Texas Municipal Water District to continue water services. The Rowlett Community Centre continued its work with planning and providing numerous senior activities, including education, travel, and supportive services.

The City completed its public participation and data gathering process for the 2015 Annual Plan. This process included a series of public hearings targeted toward discussions of community needs and identification of community resources. Local non-profit organizations provided information regarding their services and programs and their individual organizational needs, including information about funding resources, facility needs, and desire for staff development.

The City also consulted with local non-profit organizations in reference to providing public service funds in the forthcoming grant year for health and human service needs.

4.6 Evaluate and Reduce Lead Hazards

2043 Proposed Actions:

- Provide public information and education regarding lead-based paint
- Monitor regular reports from the County Health Department and Texas Department of Health to monitor the level of reported lead poisoning issues
- Encourage local construction contractors to become certified as lead paint inspectors, removers, and abaters

2014 Accomplishments:

- The HUD brochure, "Lead-Based Paint, A Threat to Your Children" was provided to all participating homeowners in the City's Housing Rehabilitation Program and was made available at the Rowlett Community Centre and for participants in the CDBG public hearings. This material describes the hazards associated with lead paint, particularly for small children.
- As required for pre-1978 properties, the City tested housing participating in the Housing Rehabilitation Program for lead hazards.
- The City was able to obtain current information regarding the incidence of lead paint poisoning and the numbers of residential units that could be expected to contain lead paint hazards during the development of the Consolidated Plan and 2015 Annual Plan. As a result of the updated information that was obtained, posters and printed materials about lead paint were made available to residents participating in activities at the Rowlett Community Centre.

4.7 Improve Public Housing and Public Housing Resident Initiatives

The City of Rowlett has no public housing.

4.8 Reducing the Number of Poverty Level Families

The City recognizes that a key component for success is the provision of services that reduce poverty and thereby influences the inherent limiting factors associated with extremely low incomes. The City focused its efforts to reduce poverty through the continuation of its own actions to retain or create local employment opportunities, and through the encouragement and support of other existing organizations and programs designed to facilitate self-sufficiency. As discussed previously, several of the public service providers are located outside of the jurisdictional boundaries of Rowlett, but also provide services to Rowlett residents. Low income residents can also seek employment and job training services through Texas Workforce Center provided through the Texas Workforce Commission.

The City of Rowlett Economic Development Department was formed to help the City's existing companies grow, recruit new business and diversify the tax base. The Economic Development Department works with site selectors, brokers, developers and business owners to create jobs and broaden the commercial tax base.

The City remains an active supporter of the DART public transportation system.

In an effort to promote and encourage economic and social self-sufficiency, the City undertook the following actions:

2014 Proposed Actions:

- Support the efforts of the Housing Choice Voucher Homeownership Program that is designed to provide supportive and educational services leading to a decreased dependence on subsidy programs.
- Support the efforts of existing affordable housing programs to reduce the economic impact of rent and homeownership burdens on low-income households.
- Continue to provide economic development incentives utilizing local funds to encourage the retainment and creation of employment opportunities available to low income residents.
- Continue to include and enforce requirements of Section 3 in applicable contracts utilizing federal funds.
- Support the efforts of non-profit organizations that provide educational courses in homebuyer and homeowner responsibilities, home maintenance, budgeting, nutrition, parenting, affordable rental units, and other health and human services.
- Support the efforts of public service activities that enhance the quality of life of low-income residents.
- Continue to support public service activities that allow youth to meet their maximum potential and ultimately leave the poverty environment.
- Encourage and initiate efforts to promote collaboration and reduce duplication of effort amongst the region's entities and public service providers.

2014 Accomplishments:

- The City provided CDBG Public Services funding to Life Message in support of a food pantry that provided food and other basic necessities to more than 5,600 low income persons.
- The City continued to support the efforts of the Housing Choice Voucher Program in providing services to low-income households desiring to live in Rowlett by making information available to participants in public hearings and at the Rowlett Community Centre.
- The Housing Choice Voucher Assistance Program continued to promote self-sufficiency to help renters through counseling and referral to supportive services become less dependent on subsidies.
- The City continued to participate in regional planning endeavors designed to increase employment opportunities in Rowlett and surrounding areas. The City of Rowlett also provides support from its local general fund to assist with economic development activities to attract and retain new businesses and job opportunities that are available to low-income and underserved populations.
- Literacy services, ESL classes, and GED tutoring were available through local non-profit organizations.
- Youth services were provided via city-sponsored recreational activities and facilities.
- Activities for seniors were provided through city-sponsored recreational activities and facilities.

4.9 Homeless and Other Special Needs Activities (Continuum of Care)

Local non-profit organizations that provide services to the homeless were successful in increasing their resources through active fund-raising, grant-writing, and seeking donations from trusts and foundations.

The City accomplished the following actions:

- Information was provided to participants in public hearings and made available at the Rowlett Community Centre
- City staff participated in regional sessions regarding housing and homeless needs
- Local organizations participated in annual census

There is no significant reported incidence of homelessness within the Rowlett city limits by service providers, law enforcement officials, or city staff. There are no available “point in time” counts or surveys for homeless. Local religious organizations continue to report occasional transient individuals that request funds for bus-fare or an overnight motel stay. The estimated incidence continues to be about 5 requests each year. The City did not undertake any direct actions to address or fund emergency shelter and transitional housing needs.

4.10 Program and Project Monitoring

The City of Rowlett provided effective monitoring of all CDBG funded projects and activities to ensure compliance with city, state, and federal regulations, policies, and contracts. Monitoring focused on the following areas:

1) Financial – Staff reviewed requests for expenditures to ensure that all funded requests are for authorized activities on approved projects. Activity agreements, expense documentation, and beneficiary reports were provided for funds to be expended. Annually, the City of Rowlett is subject to single audits conducted by an independent accounting firm.

2) Environmental – All projects and individual activities requiring environmental reviews per HUD regulations were reviewed for clearance.

3) Programmatic – Measurable results or accomplishments are expected on all funded projects, and were evaluated through the monitoring process. Progress toward project goals will be reviewed on a monthly or quarterly basis. The City’s reimbursement of funds for project expenditures is directly correlated with the reporting of accomplishments.

On-site inspections will be completed on all construction projects by trained city staff to ensure completion of the funded items included in the work write-ups. Inspection visits will be documented on an Inspection Log form in each project file that will include information regarding the date of inspection, weather conditions, work underway, workers present, and other comments. Additionally, City Inspection staff will conduct interim and final inspections on all construction projects to ensure compliance with applicable local, state, and federal building and housing codes. Contractors are required to warranty all work performed on construction projects in conformance with local program requirements and state law.

4) Subrecipient Monitoring - The City completed multiple site-visits to the funded subrecipient, Life Message, as well as obtaining monthly/quarterly reports on its progress.

5) Labor Standards – Compliance with labor standards on eligible construction sites were monitored by City staff through on-site interviews and desk reviews of bid documents, payrolls, and reports.

4.11 Review of Other Entities’ Compliance with Consolidated Plan Strategies

The City did not receive any requests for review. City staff provided information and technical assistance as needed to other entities developing projects and activities consistent with the community’s identified priority needs. The City did not hinder Consolidated Plan implementation by action or willful inaction. The City responded to queries from developers proposing to develop affordable housing.

4.12 Leveraging of Non-Federal Resources and Available Matching Resources

The City of Rowlett made available local general funds in additional support to the identified priority needs. The City continues to support regional economic development activities. The City's capital improvement funds were made available in low-income areas to support the federally funded efforts in targeted revitalization areas of the City. City resources are also utilized for the **Rowlett Community Centre** that provides a centrally located facility for a wide variety of activities for citizens of all ages.

The City approved and provided the use of **City-donated services**, including technical, accounting, and legal services in support of the CDBG-funded community revitalization programs and projects.

Lending institutions were available to provide affordable and flexible financing opportunities for low-income homebuyers in conjunction with other available state resources. Private funding was also made available through the use of local lending institutions providing credit counseling, homebuyer education services and mortgage lending.

Private funds from local homeowners were also available to assist in renovation efforts and also to remove substandard structures.

4.13 Relocation Activities and Program Income

The City of Rowlett is certifying that no person or household was permanently displaced as a result of any CDBG activity during this reporting period.

There was no reportable program income in excess of \$25,000 generated from the use of CDBG funding.

V. Assessment of Performance and Program Evaluation

The City elected to amend its 2011-2015 Consolidated Plan to provide funds for its first subrecipient of CDBG funds, Life Message. Life Message successfully delivered its services and all funds were expended and all goals/accomplishments were obtained. The City moved forward with the completion of the Isaac Scruggs Park Project and the development of program guidelines and implementation of the Housing Rehabilitation Program.

Administrative Accomplishments:

- Completion of the 2015 Annual Plan included the funding of new projects that the City has not previously funded, including additional organizations receiving public services funding
- Development of program policies to guide the identification and selection of CDBG-eligible projects
- Efforts have been strongly focused on ensuring future compliance with federal requirements through the development and implementation of various policies and procedures for financial reporting, eligibility, selection of projects and activities to receive funding, recordkeeping, and project development and monitoring.
- Provided on-going reports regarding the progress of the CDBG Program to HUD, the Rowlett City Council and administrative staff
- Conducted public hearings to gain citizen input and to provide additional information regarding the availability of CDBG Program funds

- Conducted public hearings to gain citizen input and to provide additional information regarding fair housing issues, lead paint, homeownership, and other issues and concerns of low-income residents
- Distributed information regarding fair housing, lead paint, and homeownership to numerous residents
- Participated in public hearings and discussions in conjunction with other entities to determine the public facility, housing, and social service needs of low-income families

Project Accomplishments:

- Completion of the Life Message project, which provided food pantry services to more than 5,600 low income persons
- Completed development of program guidelines, policies, and procedures for the Housing Rehabilitation Program, and implemented the program
- Completed planning and installation of the park improvements for Isaac Scruggs Park

With regards to non-housing issues, the City was fortunate to benefit from the combined efforts of numerous non-profit organizations that provided direct services to families for basic human needs. These organizations were able to assist hundreds of low-income individuals with other funding sources. The City was also able to accomplish its goals of providing supportive and technical assistance.

The planned park improvement project increased neighborhood appearance and accessibility, in addition to increasing the quality of life for low-income residents.

While the City is not able to directly fund homeless programs, and other health and human service programs, due to lack of funding, local non-profit organizations have been able to continue their services through other state, local, and federal funds. It can correctly be assumed that the proposed service levels for the Homeless population as contained in the Consolidated Plan have been achieved through the combined efforts of the local service providers, although complete documentation of this is not available since the City did not directly provide funding to all of these organizations.

The City was able to successfully plan to meet its timely expenditure requirements for the CDBG program in the next program year.

The City has assessed the effectiveness of its performance in the achievement of its overall five-year strategies, objectives, and priorities, and has concluded that the City is currently meeting its expected annual performance measures.

All other assessment information is provided in the tables and summary forms above and in the IDIS reports provided.

VI. Tables 1C, 2C, 3A

Tables 1C, 2C, 3A - Summary of Specific Annual Objectives - 2013

Outcome/ Objective	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number
SL-1.1	SUITABLE LIVING ENVIRONMENTS - Availability/Accessibility				

	Increase accessibility to health and human services that improve the quality of life and assist low-income persons, elderly, homeless, victims of domestic violence, and other populations w/special needs	CDBG	Persons	100 People	5,600 People
--	--	------	---------	------------	--------------

VII. Citizen Participation and Comments for the CAPER

7.1 Public Participation

A draft of the 2014 CAPER was made available to the public beginning on December 4, 2015. The City published a public notice providing citizens a comment period ending on December 21, 2015, to offer comment on the information and data contained in the CAPER documents. The notice below was published in the Rowlett Lakeshore Times on December 3, 2015.

PUBLIC NOTICE

The City of Rowlett will submit its Program Year 2014 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) on or before December 29, 2015. This report is submitted in response to the performance requirements described in the Consolidated Plan regulations at 24 CFR 91.520. This report summarizes how CDBG funds were expended and the resulting accomplishments during the reporting period of October 1, 2014 through September 30, 2015. A draft of the report will be available for viewing by the public from December 4, 2015, through December 21, 2015, at the City of Rowlett Development Services Department, 3901 Main Street, Rowlett, Texas, 75088, during office hours of 8:00 a.m. - 5:00 p.m. Written or verbal comments will be accepted during this time and forwarded to the regional HUD office. For more information call City of Rowlett Development Services Works Department at 972-412-6287.

7.2 Citizen Comments

No public comments were received during the comment period.

Any comments received after the comment period will be immediately reviewed and then forwarded to HUD to be attached as an Addendum to this report.

VIII. CDBG REPORTS

Please see the following attached CDBG Program report:

C04PR26 - CDBG Financial Summary for PY 2014